



State of Tennessee
Department of Children's Services

Administrative Policies and Procedures: 20.47 DOE

Subject:	Access of Medical Records
Authority:	TCA 37-5-106
Standards:	None
Application:	All Youth Development Centers

Policy Statement:

It is the policy of the Department of Children's Services that appropriate persons shall have access to student medical records. Access to medical records will be governed by written Youth Development Center policies and will be monitored by qualified medical personnel. Those records will be available twenty-four (24) hours a day, seven (7) days a week to authorized personnel.

Procedures:

1.	The person responsible for facility medical services or the Medical Director shall designate personnel who may have access to student medical records.
2.	Medical personnel will share the student's pertinent physical findings with specific notations on positive aspects with the student's counselor. Medical personnel will also share any information causing possible emotional reaction to the student with the student's counselor.

Forms:	<i>None</i>
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**(Note: This Policy Cannot Be Revised Without Prior Permission
of Chancery Court, Davidson County, Nashville, Tennessee.)**